UNIVERSITY OF MARYLAND
SUMMER 2019/FALL 2019/SPRING 2020
FEDERAL WORK-STUDY SUPERVISOR'S STUDENT REQUEST
(Supervisor's On-line Orientation must be completed) http://www.umd.edu/workstudy

TO PARTICIPATE IN THE FWS PROGRAM THERE MUST BE A SUPERVISOR AND AN ALTERNATE SUPERVISOR

Please attach a job description for this FWS position.

<table>
<thead>
<tr>
<th>Could this work-site be considered as Community Service?</th>
<th>Yes</th>
<th>No</th>
<th>X</th>
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**UMB Department**
School of Dentistry Student Affairs Office

(Full Name of Department)

Off-Campus Agency

(Full Name of Agency- For Off-Campus Positions Only)

Address
650 W. Baltimore Street, Dean's Suite, Office 6414

Telephone __410-706-7689__
Fax No. __410-706-2054__

Work Study Supervisor’s Full Name
Kate Noonan

Work Study Supervisor’s Title
Senior Director

E-mail

knoonan@umd.edu

Alternate Supervisor’s Full Name
Karen Faraone

Alternate Supervisor’s Title
Associate Dean, Student Affairs

E-mail

kfaraone@umd.edu

Job Title
Global Engagement Assistant

Job Function:

-X Technical
Administrative
Research Lab
Research Clinical
Tutor
Program

Admin. Duties:
Assist the Senior Director with administrative duties, general program administration, and research associated with global initiatives. Assist with website content creation, communication, and marketing.

Completion of this request form does not guarantee the department/agency will have a Federal Work-Study student employee. The person who signs this form must also sign the Job Certification Form and approve the biweekly payroll timesheets. If a student exceeds their maximum FWS award, the supervisor's department is responsible for paying 100 percent of the over award.

Return completed form to:
Student Employment Office, University of Maryland, Baltimore, 601 W. Lombard St., Suite 221, Baltimore, MD 21201
Phone: 410-786-7347
E-Mail: fws@umd.edu
URL: www.umd.edu/workstudy
Position description for UMSOD Global Engagement Assistant

- Assist the Senior Director with administrative duties, general program administration, and research associated with global initiatives.
- Assist with website content creation and edit language for new website.
- Develop basic plan for communication and marketing about UMSOD global strategic initiatives.

Supervisor: Kate Noonan, senior director

Alternative supervisor: Karen Faraone, associate dean for student affairs